

CITY OF BEAVER DAM COMMUNITY LIBRARY BOARD MEETING MINUTES

Friday, October 14, 2022, at 8:00am

Location: Library Board Room with Zoom Attendance Option

Call to Order, Roll Call & Introduction of Guests:

Meeting called to order at 8:03am by Library Board President Samantha Stam. Stam welcomed those attending in-person and by Zoom to the meeting.

Members Present: Samantha Stam, President; Liberty Bell; Mary Vogl-Rauscher (left at 8:30am for other business); Kevin Luebke; Rob Meyer; Mike Devitt; Frank Ferree;

Members Excused: Tina Pawicz; Eric Schumacher-Rasmussen

Also Present for all or part of the meeting: Sarah Cournoyer, Library Administrator; Samantha Jones, Youth Services Librarian; Cal Hemling, Wells Fargo Advisor

Appearances & Correspondence

Cal Hemling, Wells Fargo Advisor, advised the Board that the current value is \$1.4 million. The market remains volatile. The current mix is 69/31% equities to bonds due to market pressure. Hemling left at 8:09am to attend to other business.

Library Financials

Financial report presented by Vogl-Rauscher. Gifts in the amounts of \$1,000 from Duane Schroeder; \$300 from Dale and Rosemary Luck; and \$200 from the Mark & Loretta Bronson Family in honor of Pat and Chris Pawl were acknowledged as unrestricted donations to the Endowment Fund. A gift of \$75 for children's books in honor of Terry Wille by Susan Johnson was also acknowledged; funds were deposited in the Gifts account and expended for children's books.

Facility Planning

Vogl-Rauscher and Stam summarized the recommendation of the Facility Planning Committee on October 10, 2022, to the Board as follows: 1) target time-sensitive funds and grants, 2) focus on roof, and 3) reassess project and fundraising plan for scope and the economy. The consensus of the Board was to accept the Committee's recommendation.

Luebke stated he is attending the Wisconsin Library Association (WLA) Conference and will report back on sessions on capital campaigns and library design and building projects at the November 18, 2022, meeting of the Library Board to inform future action of the Board.

Consent Agenda

On motion by Meyer, seconded by Devitt, the Board approved accepting the Consent Agenda package which included Action Items: Approval of Minutes of September 16, 2022 meeting; Invoices Paid List and Informational Items: Draft Minutes of October 10, 2022 Facility Meeting; September 2022 Expenditure to Budget Report: September 2022 Monthly Report; Library Administrator's Report.

Library Budget

Cournoyer briefly reviewed expenditures for 2022. Meyer suggested the Board consider the addition of smart lockers as discussed in early 2021. Cournoyer will request an updated quote from Luxer One Smart Lockers, as well as contacting Bradford Systems, the vendor working with Monarch and Bridges Library Systems for installation of their smart locker systems. She will report back at a future meeting.

Dodge County reimbursement rate on the agenda for the Dodge County Supervisors meeting scheduled for November 15, 2022, and Cournoyer will update the 2023 budget when the rate has been approved. Current budget was prepared at 90% of reimbursement. Dodge County Library Planning Committee proposed 100% level and that was included in the County budget proposal. Statutory level of reimbursement required for circulation to non-librariated communities is 70% of the cost of circulation.

Library Policy

On motion by Meyer, seconded by Devitt, the Board approved the 2023 Library Fee Schedule as prepared by Cournoyer.

Library Board

Meyer proposed Cournoyer prepare to coordinate a purpose and priority planning activity for the December 16, 2022, meeting. Stam proposed identifying goals and Meyer proposed identifying library purpose.

Items for future Agendas – Operational Strategy Planning Session.

Announcements – none.

Next Regular Meeting Date is Friday, November 18, at 8am.

Adjournment

On motion by Devitt, seconded by Meyer, the Library Board adjourned at 8:51am.

Recorded by,

Sarah Cournoyer
Library Administrator